

CITY COUNCIL AGENDA ITEM COVER MEMO

Agenda Item Number _____

Meeting Type: Regular

Meeting Date: 12/18/2014

Action Requested By:
Finance

Agenda Item Type
Resolution

Subject Matter:

Approval of Agreement

Exact Wording for the Agenda:

Resolution authorizing the Mayor to enter into agreements with the low bidders meeting specifications as outlined in the attached Summary of Bid for Acceptance.

Note: If amendment, please state title and number of the original

Item to be considered for: Action

Unanimous Consent Required: No

Briefly state why the action is required; why it is recommended; what Council action will provide, allow and accomplish and; any other information that might be helpful.

Routine Procurement Function

Associated Cost:

Budgeted Item: Select...

MAYOR RECOMMENDS OR CONCURS: Select...

Department Head: 

Date: 12/18/14

ROUTING SLIP CONTRACTS AND AGREEMENTS

Originating Department: Finance

Council Meeting Date: 12/18/2014

Department Contact: Cecilia Summers

Phone # 427-5060

Contract or Agreement: Agreement with Low Bidder

Document Name: 20141218pro bids

City Obligation Amount:

Total Project Budget:

Uncommitted Account Balance:

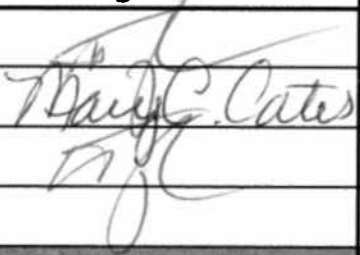
Account Number:

Procurement Agreements

<u>Title 41</u>	<u>Competitive</u>
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Grant-Funded Agreements

<u>Not Applicable</u>	Grant Name: <input type="text"/>
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Department	Signature	Date
1) Originating		12/8/14
2) Legal		12/9/14
3) Finance		12/8/14
4) Originating		
5) Copy Distribution		
a. Mayor's office (1 copies)		
b. Clerk-Treasurer (Original & 2 copies)		

RESOLUTION NO.14-_____

BE IT RESOLVED by the City Council of the City of Huntsville, Alabama, the Mayor be, and he is authorized to accept the low bids meeting specification and effectuate the following agreement on behalf of the City of Huntsville, a municipal corporation in the State of Alabama, which said agreement is substantially in words and figures similar to those certain document attached hereto and identified herein below with the date of December 18, 2014 appearing on the margin of the first page, together with the signature of the City Council President and an executed copy of said document being permanently kept on file in the Office of the City Clerk-Treasurer of the City of Huntsville, Alabama.

AGREEMENT BETWEEN THE CITY OF HUNTSVILLE AND:

<u>VENDOR</u>	<u>COMMODITY/SERVICE</u>	<u>AGREEMENT</u>
Commercial Carpet Services Inc.	Carpet & Tile	One Year W/Extensions

ADOPTED this the 18th day of December 2014.

President of the City Council of the City of
Huntsville, Alabama

APPROVED this the 18th day of December 2014.

Mayor of the City of Huntsville, Alabama

SUMMARY OF BID FOR ACCEPTANCE **December 18, 2014**

LOW BIDDER MEETING SPECIFICATIONS	COMMODITY/SERVICE	TERM OF AGREEMENT	OTHER BIDS RECEIVED
Commercial Carpet Services Inc. Huntsville, Al		One Year W/Extensions	2

* Current Contract Holder

BID AWARD RECOMMENDATION

Revised 04/17/2013

**HUNTSVILLE**
The Star of AlabamaTO: PROCUREMENT SERVICES
FROM: General Services
BID NUMBER: 12-2015-74-2
COMMODITY/SERVICE: Carpet and TileDATE: 12/18/14AGREEMENT BETWEEN CITY OF HUNTSVILLE AND Commercial Carpet Services, Inc.RECOMMENDATION: The City of Huntsville General Services Department recommends Commercial Carpet Services, Inc. for the carpet and tile bid. Commercial Carpet Services, Inc. was the lowest responsive bidder.

Description	Price	UOM	Comment
Commercial Carpet Service, Inc. was award the entire bid as a whole for material and installation.			
Please see attached Bid Pricing Form for pricing.			

INITIAL PURCHASE:

FUNDING SOURCE: 01-7400-0301-7503

TERM OF CONTRACT:

- ☐ One Time
☐ Three Months
☐ One Year
☒ One Year w/Additional One Year Extensions as Allowable by State Law
☐ Other (explain)

APPROVALS:

My staff and I have complied with all laws, regulations, City of Huntsville Procurement Rules, and the provisions of any contract and/or grant agreements applicable to this procurement process. In addition, my staff and I have not sought by collusion with the recommended Proposer/Bidder to obtain any advantage over any other Proposer/Bidder in this procurement.

Procurement Services_____
Council President_____
Date

Department Head_____
Mayor Tommy Battle_____
Date